

**Charter Township of Lyon
Downtown Development Authority
And Development Council
Regular Meeting
Tuesday August 12, 2014**

Chairman Jay Howie called the meeting to order at 7:00 p.m.

Members Present: Jay Howie
John Bell
Robert Heidrich
Tim Miner
Mark Szerlag
Bryan Wallace
Lannie Young

Absent: Vince DeAngelis
Tamra Ward

Also Present: Christina Archer, DDA/Economic Development Coordinator
Chris Doozan, Township Planner/McKenna Associates, Loren Crandell,
Township Engineer/Giffels Webster

Guests: One (1)

3. Public Discussion No Discussion

4. Approval of Prior Meeting Minutes

John Bell made a motion to approve the minutes of the regular meeting of July 8, 2014 as submitted. Robert Heidrich offered support for the motion, which was approved unanimously.

5. Approval of Consent Agenda

Lannie Young made a motion to approve the consent agenda as submitted in the amount of \$4375.56 and with the addition of a \$24.64 reimbursement to John Bell. Tim Miner offered support for the motion, which was approved unanimously by those in attendance by a roll call vote.

**Roll call: Ayes: John Bell, Tim Miner, Lannie Young, Mark Szerlag,
Bryan Wallace, Jay Howie, Robert Heidrich
Nays: None
Absent: Vince DeAngelis, Tamra Ward**

6. Approval of Agenda

Mark Szerlag made a motion to approve the agenda with the addition of Item#B3 Park Signage and Item#B4 Park Brush Grubbing. Robert Heidrich offered support for the motion, which was approved unanimously.

7. Presentation None

8. Action Items:

A. Old Business

1) Land Lease Agreements

Tina Archer reported that the Lease Agreement with the Earls has been prepared and is ready to be signed and lease discussion is ongoing with Chris Stone co-owner of the New Hudson Inn.

2) Status on potential businesses coming to Lyon Township

Tina Archer announced that a German Auto Supplier will be coming to Lyon Township and has purchased the General RV property.

Ms. Archer also reported than second auto supplier, one of the world's largest, is interested in building in front of the Ferguson property. A meeting has been scheduled with them on Thursday.

Ms. Archer also stated that a building on Haas Road has been purchased by the Hugo Benzing Company.

B. New Business

1) The passing of the Fire and Police Millage – What it means to the DDA

Lannie Young explained that although the intent of the millage was not to increase the revenues of the DDA, but because of the contact with the County the DDA does collect more dollars. Discussion was then held regarding what projects the DDA might undertake using these additional monies.

Salesforce Database

Tina Archer reported that she looked at Salesforce Database and believes that it can be customized to meet our needs. The money spent will be totally reimbursed to us by MEDC (Michigan Economic Development Corporation).

Bryan Wallace made a motion to approve \$990.00 for the purchase of a Salesforce Database Contract for a period of one (1) year and authorize Lannie Young to facilitate the necessary contract documents. Tim Miner offered support for the motion, which was approved unanimously by a roll call vote.

**Roll call: Ayes: Lannie Young, Jay Howie, John Bell, Bryan Wallace,
Tim Miner, Robert Heidrich, Mark Szerlag
Nays: None**

2) Park Signage

The Park Advisory Board approved two signs at the cost of \$828.00 from Donner Sign Company. These signs contain the park rules and match the current wayfinding signs throughout the Township.

Since the Park Advisory Board does not have the authority to spend money and Atchison Park is in the DDA District it was suggested that the DDA and the Township share the cost of these signs.

Tim Miner made a motion to approve \$414.00 to pay for half the cost of 2 park entrance rule signs contingent on the Township Board approving payment of the remaining \$424.00. Mark Szerlag offered support for the motion, which was approved unanimously by a roll call vote.

**Roll call: Ayes: Mark Szerlag, John Bell, Jay Howie, Bryan Wallace,
Tim Miner, Lannie Young, Robert Heidrich
Nays: None**

3) Park Brush Grubbing

Lannie Young explained that at the west end of the park near the fire station there is a tree line that goes back to the bike trail. This area is very overgrown and if cleared out and the fence torn down would make a beautiful picnic area for both park visitors and bikers. The cost for grubbing this area would be somewhere between \$5000.00 and \$6000.00. Again a shared cost between the DDA and the Township was suggested.

Mark Szerlag made a motion to approve an amount not to exceed \$3000.00 for park clearing contingent upon Board approval of matching funds. Tim Miner offered support for the motion, which was approved by a roll call vote.

**Roll call: Ayes: John Bell, Lannie Young, Bryan Wallace, Tim Miner,
Jay Howie, Robert Heidrich, Mark Szerlag
Nays: None**

9. Reports/Announcements/Updates:

A. Lease Revenue Report

All lease payments are current

B. Welcome to Lyon Initiative

John Bell reported that the most recent ribbon cutting was held at Civil Engineering Solutions owned and operated by Leslie Zawada. There was a large number in attendance and John suggested that maybe the time of 4:00 p.m. played a part in this. A ribbon cutting is being scheduled for Jimmy Johns and the Granite Shop in the near future.

C. Historic Photo Lending Program

John Bell reported that no new photographs have been presented to area businesses.

D. Building Permits

The Township issued 42 single-family residential building permits in July 2014, for a total of 217 building permits year to date.

E. Board Member Comments/Announcements

10. Committee Information and Updates

A. Economic Restructuring No Report

- B. Promotion Meeting will be scheduled for next week to discuss Business Block Party.
- C. Design A suggestion was made that the Design Committee be emailed a copy of the final design for park signage for their review.
- D. Organization No Report

Adjournment. Tim Miner made a motion to adjourn. Bryan Wallace offered support for the motion, which was approved unanimously. Meeting adjourned at 8:05 p.m.

Respectfully submitted

Rose Case
Recording Secretary

Bryan Wallace
DDA Secretary